

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: Library
AGENDA DATE: March 29, 2005
CONTACT PERSON/PHONE: Carol Brey-Casiano, 541-4098
DISTRICT(S) AFFECTED: All Districts

SUBJECT:

Authorize the City Manager to sign a grant application to the Texas State Library and Archives Commission (TSLAC) in the amount of \$380,720 for SFY2005/2006 on behalf of the El Paso Public Library and the Texas Trans-Pecos Library System.

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

This is the System grant from the Texas State Library and Archives Commission (TSLAC) each year. The funds are used for operations of the Texas Trans-Pecos Library System which consists of 14-member libraries in several adjacent counties, and is headquartered at the El Paso Public Library.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

Yes, the Library has been awarded funds under this grant for 25 years.

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

No matching funds required.

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) _____ **FINANCE:** (if required) _____

DEPARTMENT HEAD: _____

(Example: if RCA is initiated by Purchasing, client department should sign also)
Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA: _____

CITY MANAGER: _____

DATE: _____

EL PASO PUBLIC LIBRARY
m e m o r a n d u m

CITY CLERK DEPT.
05 MAR 22 AM 8:37

TO: Joe Wardy and City Council Representatives

FROM: Carol A. Brey-Casiano, Director of Libraries *CAB*

COPIES TO: Deborah G. Hamlyn, Deputy CAO, Quality of Life
Lisa Elizondo, City Attorney
Jennifer F. Callan, Assistant City Attorney
David Almonte, Director of OMB
Cecilia Bertolli, Budget Analyst, OMB
Barbara Valle, TTPLS Coordinator
Grace Sanchez, Library Business Administrator

DATE: March 21, 2005

SUBJECT: Item for March 29, 2005, City Council Meeting

ITEM: _____

The following item will be on the Consent Agenda for the March 29 City Council meeting:

Resolution - That the City Manager be authorized to sign a Grant Application to the Texas State Library and Archives Commission (TSLAC) in the amount of \$380,720 for SFY 2005/2006 on behalf of the El Paso Public Library and the Texas Trans-Pecos Library System, and that the City Manager be authorized to sign any required contracts and related documents to accept funding of that amount or any other amount approved by TSLAC. The grant funds will be used for library operations. (No matching funds required.) (All Districts.)

A copy of the Resolution, Grant Application Review form and Plan of Service are attached for your review.

For further information, you may contact me at 543-5413 or Barbara Valle at 543-5418.

Attachments

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City Manager be authorized to sign a Grant Application to the Texas State Library and Archives Commission (TSLAC) in the amount of \$380,720 for SFY 2005/2006 on behalf of the El Paso Public Library and the Texas Trans-Pecos Library System, and that the City Manager be authorized to sign any required contracts and related documents to accept funding of that amount or any other amount approved by TSLAC. The grant funds will be used for library operations. (No matching funds required.) (All Districts.)

ADOPTED this _____ day of _____, 2005.


THE CITY OF EL PASO

Joe Wardy
Mayor

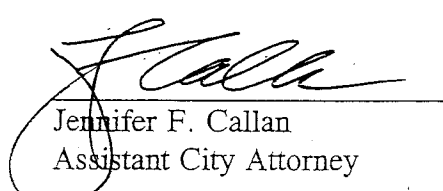
ATTEST:

Richarda Duffy Momsen
City Clerk

APPROVED AS TO CONTENT:


Carol A. Brey-Casiano
Director of Libraries

APPROVED AS TO FORM:


Jennifer F. Callan
Assistant City Attorney

GA 24-2005

GRANT APPLICATION REVIEW

DEPARTMENT Library	TYPE OF GRANT LSTA	CONTROL # 848
GRANTOR Texas State Library & Archives Commission	EFFECTIVE DATE 9/01/05 - 8/31/06	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
MATCHING FUND REQ		

SOURCE OF FUNDS (GRANT AMOUNT, MATCHING FUNDS, INTERGOVERN.)
Source of funds: Texas State Library & Archives Commission

PERSONNEL FUNDED BY GRANT - current and proposed

Coordinator	PM81	1.00 FTE
Assistant Coordinator	PM77	1.00 FTE
Accounting Clerk	GS16	1.00 FTE
Printer II	GS16	.10 FTE

BRIEFLY DESCRIBE HOW GRANT WILL BE USED AND ANY SPECIAL CONDITIONS FOR THE GRANT:

The City of El Paso Public Library has received this grant for 25 years. The coordinator will manage the grant, supervise the staff, plan for and respond to requests from member libraries. Library membership consists of approximately 150 staff, 75 community volunteers and 30 local officials representing the El Paso Public Library and 14 member libraries in several adjacent counties. Responsibilities include assistance with policy development, planning, governance, inter-agency coordination and ensuring compliance with administrative, financial and reporting requirements. Coordination between agencies includes the City of El Paso, member libraries, associated organizations and the Texas State Library and Archives Commission.

The Coordinator & Assistant Coordinator will provide timely reports on the management of projects associated with the grant. The Printer II will provide flyers, posters and other public information products in support of grant programs.

REVIEWED BY: <i>C Bertelli</i> 3/21/05	OMB <i>Carol A. Hunt</i> 3-21-05
CHIEF FINANCIAL OFFICER: <i>W. Brown</i> 3-21-05	GRANTS ACCOUNTING MANAGER: <i>DT</i> 3/21/05
CHIEF ADMINISTRATIVE OFFICER: <i>James A. Franks</i> 3/21/05	GRANTS COORDINATOR:

COMMENTS

Texas Trans Pecos Library System

Plan of Service

Fiscal Year 2006

**Texas Trans Pecos Library System
Budget FY 2006**

Table of Contents

Application of State/Federal Assistance	1
Certification of Review by System Advisory Council	
System Budget Plan 7.5 m Budget.....	2
System Budget Plan 7.2 m Budget.....	3
System Personnel Form	4
Organization Chart	5

Project Plan

Administration	6
Consulting	11
Continuing Education	21
Automation	67
Targeted Resources	76

Planning Survey

TEXAS STATE LIBRARY AND ARCHIVES COMMISSION (TSLAC)
APPLICATION FOR STATE/FEDERAL ASSISTANCE

APPLICANT INFORMATION:

Library Name Texas Trans Pecos Library System

Applicant/Legal Entity City of El Paso

(Official name of city, county, nonprofit, or university)

Program Contact Person (Primary Contact)

Name Carol Brey-Casiano _____ Title Director of El Paso Libraries

Street/PO Box 501 N. Oregon St. _____ City El Paso

State TX Zip Code 79901-1103 County El Paso

Phone (915) 543-5406 _____ Fax (915) 543-5410 E-mail breycx@elpasotexas.gov

Additional Contact Person (if applicable)

Name: Barbara Valle, TTPLS Coordinator

Title/Type of Contact (e.g. fiscal contact, accountant, grants manager) Program Coordinator

Phone (915) 543-5418 Fax (800) 833-3556 E-mail vallebk@elpasotexas.gov

U.S. Congr. Dist. No. 16

State Senate Distr. No. 29

State House Distr. No. 77

Employer/Federal Identification Number, (9 digits): 74-6000749

TYPE OF PROJECT: (check one)

<input type="checkbox"/> Cooperation	<input type="checkbox"/> Establishment	<input type="checkbox"/> Special Projects
<input type="checkbox"/> TexTreasures	<input type="checkbox"/> Interlibrary Loans	<input checked="" type="checkbox"/> Systems
		<input type="checkbox"/> TANG

BEGINNING DATE OF PROJECT/GRANT September 1, 2005

PROPOSED FUNDING SOURCES:

a. TSLAC grant	\$ 380,720	d. Local funds	\$
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b. Other federal gov't funds \$_____ e. Program income \$_____

c. Other state gov't funds \$ _____ f. Miscellaneous \$ _____

TOTAL \$ 380,720 _____ Is the applicant delinquent on any Federal debt? ☐ yes ☒ no

To the best of my knowledge and belief, data in the entire application packet is true and correct, the application has been duly authorized by the governing body of the applicant and the applicant will comply with the Uniform Grant Management Standards (UGMS) if the assistance is awarded.

Printed Name See signature page _____ Title _____

Signature _____ Date Signed _____

TEXAS STATE LIBRARY
Library Development Division
State Fiscal Year 2006
September 1, 2005, through August 31, 2006

~~To the best of my knowledge and belief, data in this application are true and correct, the document~~
has been duly authorized by the governing body of the applicant and the applicant will comply
with the attached assurances if the assistance is awarded.


CITY OF EL PASO

By: _____

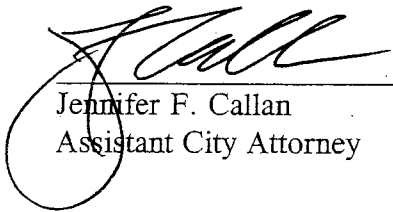
Joyce Wilson
City Manager

Date: _____

APPROVED AS TO CONTENT:


Carol A. Brey-Casiano
Director of Libraries

APPROVED AS TO FORM:


Jennifer F. Callan
Assistant City Attorney

System Budget Plan

State Fiscal Year: 2006

System: TTPLS \$7.5 m budget

	Administration	Consulting	CE	Automation	Target Res.	TOTALS
Budget Category	Project Budget	Project Budget	Project Budget	Project Budget	Project Budget	
Personnel	28,530	39,558	35,053	6,019	29,333	138,493
Fringe Benefits	6,239	5,145	7,250	1,314	6,477	26,425
Travel	2,000	2,000	1,300	0	0	5,300
Library Materials	0	0	0	0	149,225	149,225
Supplies	4,000	3,500	1,300	0	2,000	10,800
Contractual	1,000	0	10,000	3,000	0	14,000
Other	5,700	0	0	12,000	0	17,700
DIRECT CHARGES	47,469	50,203	54,903	22,333	187,035	361,943
Indirect Charges	3,868	5,363	4,752	816	3,977	18,777
TOTAL	51,337	55,566	59,655	23,149	191,012	380,720
Pct	13%	15%	16%	6%	50%	100%

Indirect costs: 13.558% of salary

TTPLSPOS06:2

System Budget Plan

State Fiscal Year: 2006

System: TTPLS \$7.2 m budget

	Administration	Consulting	CE	Automation	Target Res.	TOTALS
Budget Category	Project Budget	Project Budget	Project Budget	Project Budget	Project Budget	
Personnel	28,530	39,558	35,053	6,019	29,333	138,493
Fringe Benefits	6,239	5,145	7,250	1,314	6,477	26,425
Travel	2,000	2,000	1,300	0	0	5,300
Library Materials	0	0	0	0	133,996	133,996
Supplies	4,000	3,500	1,300	0	2,000	10,800
Contractual	1,000	0	10,000	3,000	0	14,000
Other	5,700	0	0	12,000	0	17,700
DIRECT CHARGES	47,469	50,203	54,903	22,333	171,806	346,714
Indirect Charges	3,868	5,363	4,752	816	3,977	18,777
TOTAL	51,337	55,566	59,655	23,149	175,783	365,491
Pct	14%	15%	16%	6%	48%	100%

Indirect Costs: 13.558% of salary

TTPLSPOS06:3

SYSTEM PERSONNEL FORM FY2005

System: **Texas Trans-Pecos Library System**

Please identify on this form all anticipated staff positions for the system in **FY 2006** (September 1, 2005 to August 31, 2006). Include all individuals whose salaries are paid in whole or in part from the system grant. A person contracted with for professional services to the system, such as a consultant, is not included in this definition and should not be listed below.

In the first column, indicate the job classification and the job title for each position (e.g., "Librarian III, Assistant Coordinator" or "Clerk Typist I, Film Clerk).

In the second column, indicate the estimated annual salary to be paid from the system grant in SFY 2006, including all estimated cost of living and/or merit pay increases for each position.

In the third column, indicate total estimated annual fringe benefits to be paid from the system grant in SFY 2006.

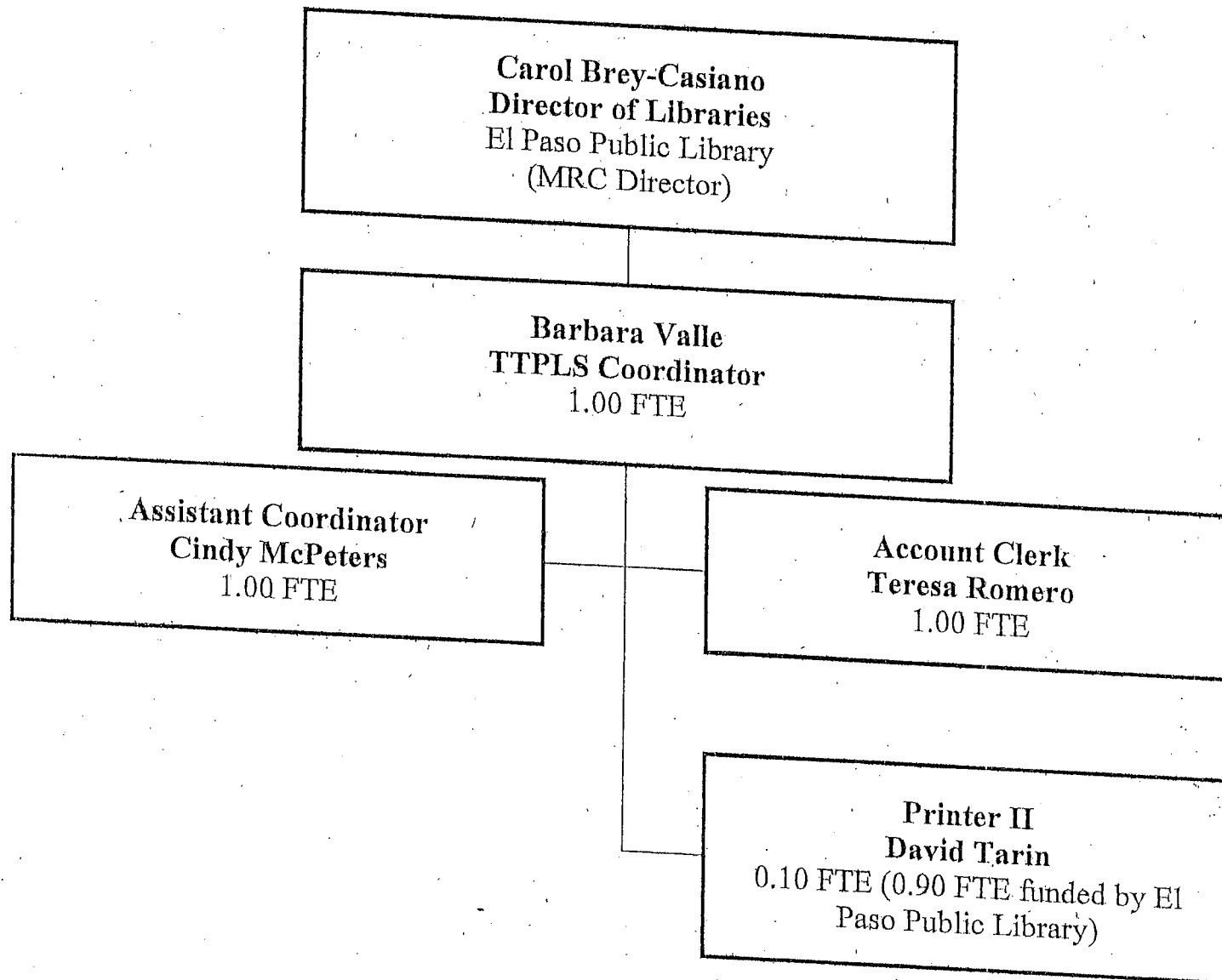
In the last column, indicate FTE for each position that will be paid from the grant in SFY 2006.

At the bottom of the form, please total the second and third columns (salaries and fringe benefits). Attach additional pages if necessary.

Classification and Job Title	Annual Salary From Grant	Fringe Benefits From Grant	FTE's From Grant
Coordinator PM 81	60,190	13,129	1.00
Assistant Coordinator PM 77	46,447	9,558	1.00
Accounting Technician GS 16	25,401	5,588	1.00
Printing Equipt. Operator II GS16	2,054	498	.10
Total	134,092	28,773	3.10

Indirect Charge Rate: 13.558% of salary

TTPLS Organizational Chart



Appendix C

Project Planning Narrative Form Administration Project, TTPLS

Submit a separate project plan narrative for each project.

1. Identify the State Fiscal Year(s) for which the project is proposed.

FY06

2. Explain why this is a priority use of system funds based on the needs of Texans served by system member libraries.

This project supports the administrative aspects required to meet grant requirements, and includes tracking costs, reporting and record keeping. TTPLS member libraries are in a demographic area where a number of LSTA goals apply, including:

- **72% of residents speak other than English [i.e. Spanish] at home.**
- **30% of children live in families under the poverty level.**
- **All areas except El Paso are rural.**
- **38% are disabled.**
- **20% are elderly.**

3. Explain how the need was determined.

The administrative project forms the structure required for managing, tracking, and reporting the grant's projects.

4. Describe how this proposed project will benefit member libraries and the public they serve.

This project supports the administrative aspects of the programs and services that TTPLS provides to its member & non-member libraries. Grant administration includes staff & expenses that insure efficient and cost-effective management, including funds related to planning, budgeting, accounting, personnel management, office management, communication and reporting.

TTPLSPOS06:6

5. Provide goals and measurable objectives to address the need.

- (1) Clearly address LSTA goals.
- (2) Identify measurable outcomes for this project.

The administration project supports the LSTA goals by providing the framework for which other projects may address specific LSTA goals – including service to underserved urban & rural communities, including children in families with incomes below the poverty line, language & literacy learning & services to the elderly. Measurable goals include filing reports, paying invoices in a timely fashion, annual review of office policies & procedures to comply with grant requirements.

6. Describe the project proposed to meet this need and goals.

The administration project enables the consulting, continuing education and other projects to proceed in a timely, professional manner.

Staffing: Coordinator (30% of total time); Accounting Clerk (30%); salary, benefits and indirect costs.

Supplies, communications & office management costs.

7. Provide justification for planned expenses for this project.
These expenses should match the expenses listed on the Project Budget Plan (Appendix F). Justification for these expenses must be provided in the Project Planning Narrative.

Costs associated with the Administration are required for the smooth, timely management of the grant & include, in addition to salaries and benefits, travel to the member sites, telecommunications costs & office supplies.

There are no Performance Targets or LBB Measurements associated with this project.

Texas State Library and Archives Commission
Project Budget Plan

State Fiscal Year:

FY 2006

System: **Texas Trans Pecos Library System [TTPLS]**

Project **Administration**

Total budget for project

\$ 51,337

Staff responsible for project: Coordinator, Accounting. Clerk

SECTION A: PERSONNEL

Position Title	Percent of time allocated to project	Salary	Fringe
Coordinator	30%	\$20,063	\$4,376
Accounting Clerk	30%	8,467	1,863
Total Personnel Expenses: \$34,769	0.00%	\$28,530	\$6,239

SECTION B: CONTRACTUAL

Vendor/Service	Cost
photocopier lease [through City of El Paso contract]	\$1,000
Total Contractual Expenses: \$1,000	

SECTION C: LIBRARY MATERIALS

Type	Cost
N/A	
Total Library Materials Expenses	\$0.00

F-1

SECTION D: SUPPLIES

Type: office supplies [paper, toner, stationery, etc.]	Cost
	\$4,000
Total Supplies Expenses: \$4,000	\$4,000

SECTION E: TRAVEL

	Cost
Purpose: staff travel to meetings, professional conferences, costs for Advisory Council members to attend state-wide conferences	\$2,000
Total Travel Expenses: \$2,000	\$2,000

SECTION F: EQUIPMENT	
Type N/A	
Total Equipment Expenses	\$0.00
SECTION G: OTHER	
	Cost
Other Expense (Specify Type): communications charges/postage, shipping services	\$5,700
Indirect Costs [13.558% of salary]	3,868
Total Other Expenses: \$5,700	\$9,568
Total Expenses for Project (Sections A-G)	\$51,337

Appendix C

Project Planning Narrative Form Consulting Project, TTPLS

Submit a separate project plan narrative for each project.

1. Identify the State Fiscal Year(s) for which the project is proposed.

FY06

2. Explain why this is a priority use of system funds based on the needs of Texans served by system member libraries.

This project is required by the grant and is a high priority for TTPLS member libraries. Library directors have expressed many times in surveys and interviews how our support and expertise enables them to give better service to their patrons. Except for the MRC [El Paso Public Library], all members are in rural areas with limited resources for current information and best practices.

3. Explain how the need was determined.

Library directors & staff in small communities are not professionally educated or experienced. As part of the consulting project, each member and at least two non-members will be visited at least once a year. Experience has shown that library directors benefit from personal contact and welcome site visits that include not only library staff, but also municipal officials and library support groups. Their concerns are addressed as soon and as completely as possible.

4. Describe how this proposed project will benefit member libraries and the public they serve.

Library staff & community members are kept current with legislation & best practices in the profession. The CIPA & Patriot Act legislation and the library community's handling of these and other Internet access issues are examples of the local value of the consulting process.

5. Provide goals and measurable objectives to address the need.

(1) Clearly address LSTA goals.

TTPLS libraries are in demographic areas that meet many LSTA goals, including children in poverty, rural populations, literacy and language learning issues, the elderly and Spanish speaking persons.

(2) Identify measurable outcomes for this project.

Increased knowledge & ability to communicate with the professional library community, local officials and the public. Measurable outcomes include library directors' periodic feedback – via interviews and surveys – on the value to them of the information and materials supplied & recognition of the value of best practices in public service.

6. Describe the project proposed to meet this need and goals.

- **Communicate with members at least once every two weeks via email, fax, U. S. Mail or in person.**
- **Site visits to each member and two non-members at least once each year.**
- **Quarterly newsletter and website announcements & links.**
- **TTPLS will work with the EPAL [El Paso Area Libraries] consortium to develop local training & resource sharing opportunities.**

7. Provide justification for planned expenses for this project. These expenses should match the expenses listed on the Project Budget Plan (Appendix F).

The Coordinator and Assistant Coordinator will provide consulting services.

Appendix C

Project Planning Narrative Form

CONTINUING EDUCATION FY06

Submit a separate project plan narrative for each project.

1. Identify the State Fiscal Year(s) for which the project is proposed.

FY 06

Explain why this is a priority use of system funds based on the needs of Texans served by system member libraries.

Project is required by State rules. Library directors are not professionally educated and they acknowledge their need for continuing opportunities to increase their public service and best practices skills. In surveys, they state their regard for workshops and how the practical and timely information assists them. Ten hours of Continuing Education credits are required to keep the County Library Certification current.

2. Explain how the need was determined.

All members except El Paso are in rural, low-economic service areas [determined by Census 2000 data & reports from local libraries]. Needs have also been determined by information requests from members by interview and on workshop evaluation forms.

3. Describe how this proposed project will benefit member libraries and the public they serve.

Members have expressed their need for skills & knowledge especially in the areas of new legislation [e.g. CIPA, Patriot Act] and funding requirements, planning & policy development. Many have expressed the need for computer skills [Microsoft Office products, for example] & programming & outreach ideas.

4. Provide goals and measurable objectives to address the need.

- (1) Clearly address LSTA goals.

This project addresses the LSTA goals for library & information services to rural communities, children who live in poverty, the elderly and those with language & literacy issues.

- (2) Identify measurable outcomes for this project.

Outcomes in general will include increased awareness & knowledge of best practices and increased confidence in providing materials to meet LSTA goals. These elements will be measured by an evaluation form at the end of each workshop with a follow-up survey to assess increased skills and confidence by workshop attendees. Long-term impact will be assessed by System & local library staff in terms of improved circulation and improved participation in programs for children and others. Research indicates that children who practice reading skills over school recesses are less likely to lose the skill.

NOTE: Each workshop has its own OBE logic model.

5. Describe the project proposed to meet this need and goals.

A minimum of ten workshops will be offered with a minimum of 40 Continuing Education Units available each year. Because of the great distances among TTPLS members, several workshops will be shorter than a full day, especially when presented in conjunction with a general or advisory council meeting.

Every effort will be made to collaborate with local entities including the EPAL [El Paso Area Libraries] consortium and other Systems when planning workshops. Local private & public entities will continue to be invited to attend TTPLS workshops.

6. Provide justification for planned expenses for this project. These expenses should match the expenses listed on the Project Budget Plan (Appendix F). Justification for these expenses must be provided in the Project Planning Narrative.

TTPLS member libraries have unanimously stated their belief in the value of the workshops. If CE were not a required project, our members would request them because they are in isolated areas and in some ways out of touch with the larger library community and with each other.

C-1

Appendix C

Project Planning Narrative Form Automation

1. Identify the State Fiscal Year for which the project is proposed: **FY06**
2. Explain why this is a priority use of system funds based on the needs of Texans served by system member libraries. **Member libraries have computer hardware & software purchased in 1999. Many program applications are no longer supported by vendors. This project addresses the need to upgrade the applications for at least one site per year. As appropriate, this project will address the requirements of CIPA with the purchase of filtering equipment.**
3. Explain how the need was determined. **Survey by TANG person & information gathered from site visits and interviews with library directors.**
4. Describe how this proposed project will benefit member libraries and the public they serve. **Member libraries are in rural demographic areas where the poverty level for children averages 30%. This project addresses the LSTA goal of "developing library services that provide all users access to information...". Information access is limited with outdated applications.**
5. Provide goals and measurable objective to address the need.

(1) Clearly address LSTA goals.

In addition to the poverty level of children in the service area, an average of 72% of persons speak "other than English at home". For academic success and employment, children need to be able to feel confident in the computer environment.

(2) Identify measurable outcomes for this project.

The first year of the upgrade, 30% of the patrons in the member library's service area will enhance their skills & knowledge in using the improved software. When the staff is trained, they will pass along the training to their patrons.

TTPLSPOS06:67

TTPLS consultants [& possibly EPAL participants] will train local staff to assist the public with skills necessary to use the new equipment. Interviews with users will be held informally at each site to determine skills learned. Indicators include greater success in finding appropriate material for the individual user. Patrons will be surveyed each quarter to determine if their skill level has improved with faster access and fewer equipment malfunctions.

(3) Describe the project proposed to meet this need and goals.

Purchases will be planned to upgrade and enhance obsolete hardware/software programs. For example, many TTPLS member libraries have the Follett software system for their catalogs and circulation systems. Every effort will be made to seek out programs that will upgrade current systems and vendors with a training component included. The Coordinator and TANG person will work together to find appropriate vendors. The Grant Writer & local library director will assist in seeking additional funds if necessary.

6. Provide justification for planned expenses for this project.

\$12,000 is budgeted to pay for an upgrade or partial upgrade to outdated technology. A further \$3,000 is budgeted in the event installation, training and maintenance or expertise not available from the TANG person is required. Planning & oversight for this project is estimated to take about 10% of the Coordinator's salary, benefit & indirect cost package.

NOTE: TTPLS will seek cooperation with the EPAL [El Paso Area Libraries] consortium for local training. EPAL is seeking funding for training in 2004 and it is to be hoped that program will be in place by FY06.

7. Provide justification for planned expenses for this project. These expenses should match the expenses listed on the Project Budget Plan.

Computer equipment, connections and software packages are 5 to 8 years old & in need of upgrade. We will seek other funding to supplement the amount in this project.

TTPLSPOS06:68

Appendix C

Project Planning Narrative Form Targeted Resources, TTPLS

Submit a separate project plan narrative for each project.

1. Identify the State Fiscal Year(s) for which the project is proposed.

FY06

2. Explain why this is a priority use of system funds based on the needs of Texans served by system member libraries.

TTPLS member libraries [except for the Major Resource Center in El Paso] have materials budgets of \$2,500 or less and are in rural areas.

The service area is characterized by:

Children in poverty - 29%

Elderly residents - 20%

Other than English [Spanish] spoken at home - 71%

Disabled - 38%

Functionally illiterate - 38%

Over 30% have not graduated from high school.

3. Explain how the need was determined.

By examination of Census 2000 data, literacy studies and by surveys of library directors.

4. Describe how this proposed project will benefit member libraries and the public they serve.

In this service area of limited rural, agricultural communities, there are insufficient funds to meet the informational, recreational and technological access requirements of residents. In rural West Texas, small libraries have difficulty finding adequate technical support to sustain computer resources. Few homes have reliable Internet connections & most people count on the local library for access to the Web and for learning basic computer skills.

TTPLSPOS06:76

5. Provide goals and measurable objectives to address the need.

- (1) Clearly address LSTA goals.

TTPLS libraries will use these targeted funds to address LSTA goals for their constituencies. Each member has been provided with demographic data & has completed a survey of the specific LSTA targeted populations in their service area.

By the end of the biennium the library's resources will be a closer match for the community needs, especially for the Spanish speaking & persons with ESL/literacy/ issues. Content will be in many formats with broad & relevant materials available to the public purchased with grant or System funds.

- (2) Identify measurable outcomes for this project.

This project has twelve Outcomes associated with targeting specific population groups. Measurable Outcomes include: patrons will be able to find language learning & Spanish language materials in areas where these are needed. Patrons will be better informed of library services & resources. Patrons will demonstrate greater confidence in using electronic media & the Internet.

6. Describe the project proposed to meet this need and goals.

Member libraries will be provided with funds to purchase relevant library materials. Funds will be targeted to LSTA priority population groups. This project will provide promotional support for programs & services in the form of printing and graphics services and assistance with grant development to fund special relevant materials. Funds will be allocated equally to the fourteen remote libraries, with about 40% going to the El Paso Public Library as the Major Resource Center.

The other projects associated with this grant will work together with Targeted Resources, especially Consulting and Continuing Education.

TTPLSPOS06:77

7. Provide justification for planned expenses for this Project.

This project includes the services of the printer. The printer will provide promotional materials support. None of the counties, except El Paso, in the service area has a commercial printing or graphics establishment. The resources to be purchased with grant funds include resources targeted to LSTA goals & will include books, audio visual items, periodicals and other materials.